

MINUTES OF MEETING  
DELAWARE SOLID WASTE AUTHORITY  
BOARD OF DIRECTORS

DATE: July 24, 2025

LOCATION: DSWA Administration Building  
601 Energy Lane  
Dover, Delaware 19901

TIME: 5:13 p.m.

ATTENDEES:

DIRECTORS

Gerard L. Esposito, Chairman  
Timothy P. Sheldon, Vice Chairman  
A. Temple Carter, III  
Norman D. Griffiths  
Michael R. Paraskewich, Ph.D, P.E.  
Tonda L. Parks

STAFF

Richard P. Watson, P.E., BCEE  
Robin M. Roddy, P.E., BCEE  
Michael D. Parkowski  
Joseph J. Koskey, CPA  
Jason M. Munyan, P.E., BCEE  
Lynsey K. Baer, P.E., BCEE  
Pamela Williamson

LEGAL COUNSEL

Michael Teichman (PG&S)

GUESTS

None

REGULAR BOARD MEETING

The Chairman, Gerard Esposito, called the four hundred and fifty-fifth regular meeting of the Delaware Solid Waste Authority Board of Directors to order on Thursday, July 24, 2025. He announced the meeting had been duly noticed according to the rules and regulations.

**A. MINUTES**

Chairman Esposito called for additions or corrections to the draft of the Minutes of the June 26, 2025, meeting of the Board of Directors.

**Motion A** – moved by Ms. Parks

“The Minutes of the June 26, 2025, Board of Directors’ regular meeting of the Delaware Solid Waste Authority be accepted as written.”

**Second** - Mr. Griffiths

**Vote** –(Carter, Griffiths, Paraskewich,  
Parks, Sheldon, Esposito)

**Motion Adopted**  
(6 Yes, 0 No, 1 Absent)

***Report of the Administrative & Citizens' Affairs Committee***

**B. INTERNAL AUDITOR POSITION**

**Motion B** - moved by Ms. Parks

"The Board approves the pay grade adjustment for the Internal Auditor position."

**Second** – Mr. Carter

Mr. Watson reminded the Board that the Internal Auditor position was added to the organizational chart by approval from the Board in October. This position will report to the Chief Executive Officer who will report directly to the Chairman of the Board. The position was initially approved with a Pay Grade 22. After staff conducted a compensation study and interviews were held for the position, it became clear that this was not a sufficient pay grade. Staff would like to recommend a Pay Grade 28 with a starting salary of \$70,434.52. This would allow staff to negotiate with a candidate that meets the job requirements. Mr. Griffiths asked what the salary range was for this position. Mr. Watson said that the minimum was \$70,434.52, midpoint is \$91,564.88, and the maximum is \$112,695.24.

Mr. Carter	Yes
Mr. Griffiths	Yes
Mr. Paraskewich	Yes
Ms. Parks	Yes
Mr. Sheldon	Yes
Mr. Esposito	Yes

**Motion Adopted**

(6 Yes, 0 No, 1 Absent)

***Report of the Technical & Facilities Affairs Committee***

**C. PURCHASE AND SERVICE OF TWO (2) NEW 52K POUND BULLDOZERS AND SALE OF DSWA'S USED LANDFILL COMPACTOR AND USED BULLDOZER AT THE SOUTHERN SOLID WASTE MANAGEMENT CENTER (SSWMC) – CONTRACT NO. P-25-921-SS**

**Motion C** – moved by Mr. Griffiths

"The Board awards the contract for the purchase and service of two new 52K pound Bulldozers and the sale of DSWA's used bulldozer to Carter Machinery Company for the total cost of \$1,430,000."

**Second** – Mr. Carter

Mr. Watson said that staff issued a Request for Proposals and two proposals from Carter Machinery were received by the due date of May 29<sup>th</sup>. Staff came to the TFMC in June for permission to negotiate. On June 17<sup>th</sup> staff and Carter Machinery completed negotiations and then asked to award the contract at the July TFMC meeting. Staff were able to reduce the total cost by \$61,670.00. This contract is for two machines with 5-year extended warranties and 5-year guaranteed buy-back. Carter Machinery will be

taking the used bulldozer for the guaranteed buy-back price of \$65,000.00. The final cost for both machines will be \$1,430,000.00. Mr. Griffiths asked if we had to warranty the used equipment. Mr. Watson said that there was no warranty for the buy-back program. Mr. Griffiths wanted clarification on the 52K pounds. Mr. Munyan explained that it is the weight of the machine. He said that these are multipurpose machines used throughout the landfill.

Mr. Carter	Yes
Mr. Griffiths	Yes
Mr. Paraskewich	Yes
Ms. Parks	Yes
Mr. Sheldon	Yes
Mr. Esposito	Yes

**Motion Adopted**

(6 Yes, 0 No, 1 Absent)

**NEW BUSINESS**

Mr. Parkowski updated the Board on food waste recycling. Ms. Baer updated the Board on the progress of the Cell 6 permit application.

**PUBLIC COMMENT**

No comment

**Motion** – moved by Mr. Carter

“The Board Meeting is adjourned.”

**Second** – Mr. Griffiths

**Vote** – (Carter, Griffiths, Paraskewich,  
Parks, Sheldon, Esposito)

**Motion Adopted**

(6 Yes, 0 No, 1 Absent)

Respectfully submitted,

Pamela Williamson

Meeting Adjourned: 5:31 p.m.